

**Ordinary meeting of the Town Council to be held at held at the Council Chamber the
Town Hall Wolverton MK12 5LY from 7.30pm on Wednesday 28th February 2024**



All councillors are summonsed to attend the Town Council meeting on the above day at the above time for purposes to be carried out below. Councillors are to be in attendance by 7.15pm for public question time and for the meeting to start at 7.30pm

Andrea Vincent

Andrea Vincent,
Town Clerk

22nd February 2024

Public Question time:

The public are invited to raise any questions on items. The matter raised may not to be discussed unless on the agenda below. The Clerk must be informed by email: assistantclerk@wolvertonandgreenleystowncouncil.gov.uk by 4pm two days before the meeting is due to take place to register any question in person at the meeting.

Housekeeping:

Councillors and the public are requested to put their mobile phones on silent and not to have access to them whilst the meeting is in progress.

Members of the public wishing to record this meeting should notify the Chairman of their intention to do so before the meeting commences. No photographs or images to be taken unless prior consent has been given.

The meeting will be streamed live – the link will be on our website for those who wish to attend remotely

Agenda

1. **Apologies for absence:** To receive and accept apologies for absence.
2. **Declarations of Interest:** To receive Councillor declarations of interest on any matter on the agenda: Under the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, made under s30 (3) of the Localism Act, members must declare any disclosable pecuniary interests which they may have in any of the items under consideration at this meeting.
3. **Approval of the Minutes of the following meeting:** Full Council meeting held on 23rd January 2024
4. **Governance (Decision to be made)**
 - a. **Employee and Cllr Assistance Programme:** Cllrs to agree if they wish to implement this scheme (proposal enclosed)
 - b. **[WNS/2022/1741/EIA Furtho Pits Planning Application](#):** Furtho Development Opposition Group (FDOG) Steering Committee have asked Cllrs to consider supporting their campaign (see document and clerks report)
 - c. **Cyber Essentials and DMARC:** Consider proposals to upgrade officer and Cllr IT security (documents enclosed).
5. **Governance (To note):**
 - a. **Councillor Elections Forms 2024:** To note that the relevant elections forms and supporting documents have now been dispatched to all councillors.
 - b. **Council Three-Year Plan:** To receive an update on the councils plan and progress (document enclosed).
 - c. **Calendar of Meetings:** To note that the per the Standing Orders 4a "*In an election year, the annual meeting of the Council shall be held on or within 14 days following the day on which the new Councillors elected take office*". Therefore the Annual Town Council meeting will take place on the 14th May and no planning committee meeting may take. All planning matters to be delegated per the terms of reference (revised document enclosed)
 - d. **MKCC Road linings:** To note the new process for requesting the installation of double yellow lines within a parish this will also be discussed at the Traffic and Working Group (see documents)

- e. **MKCC Tax Base and Funding Allocation 2024/25:** To note the update in the Clerk's report.
- f. **Civility and Respect Pledge:** To inform council of any further training attended by councillors as part of the agreed pledge.
- g. **Committee, Working Groups and Outside Bodies updates:**
 - i. **ASB Working Group:** to receive an update on the groups progress (Cllr Campbell)
- 6. **Finance (Decision)**
 - a. **Council Assets:**
 - i. **Drains Maintenance:** consider approving regular maintenance of drains using appropriate applicable asset maintenance budget (document enclosed)
 - ii. **Fire Risk Assessment:** Approve provider from quotations sought (documents enclosed)
 - b. **Grant Application:** Consider the following grant application outside of adopted grants policy to fund the Lantern Festival event in 2024 for a total of £10,000. (Documents enclosed)
 - c. **Municipal Planting Column Baskets:** To receive replacement planters' quotations and approve the use of EMR budget from the Green Bin Campaign to fund replacements (report and quotes enclosed)
 - d. **Town Council IT::**
 - i. **Renewal of current contract with the existing IT provider:** to note that this has been agreed and is in line with the agreed budget (document enclosed)
 - ii. **Replacement of damaged Cllr laptop** to consider the quotations and if the item should be replaced (see report and quote enclosed)
 - iii. **Logitech replacement camera:** consider replacement options for the damaged Logitech camera for town council meetings (quotes enclosed)
- 7. **Finance: (to note)**
 - a. **January Council Expenditure:** To note the expenditure over £500 for January 2024 (report enclosed)
 - b. **2023/24 Audit:** To receive an update on the interim internal audit (report enclosed see also clerks update)
 - c. **Online Banking:** To receive an update from Cllr Bamisilie, Campbell and Lewis on arrangements to receive training on accessing the system and for all Cllrs authorised as signatories the importance of checking emails for payment runs.
 - d. **Lottery Funding:** To note that we have been successful in obtaining a grant for additional funding of £11,550 to support the Lounge
 - e. **Ward Councillor Funding:** To note that we have been awarded £200 to fund MKPA sessions
- 8. **Town Council Assets:**
 - a. **Town Hall:** To note a holly tree has been ordered to fill in the nook at the front of the town hall. following encampment of a homeless individual at the town hall.
 - b. **Stacey Bushes Meeting Place:**
 - i. **Internal Changes:** To note the latest update on proposed internal changes to the building (see Clerk's report)
 - ii. **Water Leak refund:** This has now been resolved and WGTC's account is now in credit to the sum of £590.68.
 - c. **Millmead Hall, Wolverton: (Decision to be made)** Council to consider undertaking this asset item previously deferred (up to date documents enclosed)
- 9. **Community (Decision to be made)**
 - a. **Fireworks:** To receive an update following site visits with the contractor for the 2024 display. Cllrs to confirm if they wish to proceed with the annual event as proposed (report enclosed)
 - b. **Tree Nursery:** To receive an update on the current status of the Coronation Meadow (see Clerk's report)

Ordinary meeting of the Town Council to be held at held at the Council Chamber the Town Hall Wolverton MK12 5LY from 7.30pm on Wednesday 28th February 2024



- c. **Train Station:** To receive an update on the currently closed station and for council to consider taking this on as an asset (report to follow)
- d. **Christmas Lights display:** Quotations are being sought from different providers for this year's display, council is asked to agree to delegate the final decision on the contractor to the officers. (reports enclosed)
- e. **Monthly Childrens Craft Sessions:** To approve the future funding from the Youth budget line (document enclosed)
- f. **Chewing Gum Task Force Grant Funding:** To consider the proposal and add to the Councils three plan (document enclosed)

10. Community (To note)

- a. **Mayor:** To note the forthcoming and past events to attend (report to follow).
- b. **Community Events and Projects update:** To receive and note the latest updates from the CEPO on upcoming events and services to the parish (report enclosed)
- c. **20mph Zone Old Wolverton:** To receive and update on the progress of this request (see clerks report)
- d. **Greenleys:** To receive an update on the £5,000 funding from MKCC to make improvements to the local centre (report enclosed)

11. Services:

- a. **CCTV (Decision to be made):** To receive the proposal from Cllrs Kanwar and Bennett on site relocation and to note the report for January (proposal and report enclosed).
- b. **Dog Bin reports:** To receive the latest statistics and to note the update following councils decision to install additional bin(s) (reports enclosed)
- c. **Enforcement Update:** To receive the latest update from the EEO on issues within the parish (report to follow)

Please be aware that under the Public Bodies (Admission to Meetings) Act 1960 the public and representatives of the press and broadcast media may be excluded from the meeting during the consideration of this item of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

Cllr Checklist: This "checklist" appears on council and committee agendas as a reminder of implications to be considered when decisions are made:

| | |
|--|--|
| What powers will the council be using when making this decision? | |
| Crime and Disorder? | |
| The promotion of equality and elimination of discrimination? | |
| Risk to the council? | |
| Health and safety – will a risk assessment be needed? | |
| Employment legislation? | |
| Data Protection? | |
| Is planning permission needed? | |